

Kidney Suite GComm 1 minutes 18.03.19

Kidney Suite - Committee Meeting 1

Date: 18th March 2019

Location: NICE offices Manchester

Minutes: Final



Committee members present:		
Anthony Wierzbicki (AW) Chair	Consultant Chemical Pathologist	Present for all
Clare Allinson	Renal Advanced Nurse Practitioner	Present for all
Tristan Barrett	NHS Honorary Consultant Radiologist University Lecturer	Present for all
Tara Bashford	Lay Member	Present for all
Ivan Benett	General Practitioner (Principal),	Present for all
Grainne Connolly	Consultant Chemical Pathologist	Present for all
Jan Dudley	Consultant Paediatric Nephrologist	Present for all
Deepa Kariywasam	Senior Renal Dietitian	Present for all
Andrew Lewington	Consultant Renal Physician	Present for all
Fiona Loud	Lay Member	Present for all
Rajib Pal	General Practitioner (Principal)	Present for all
Catherine Pogson	Renal Pharmacist	Present for all
Nicola Thomas	Professor of Kidney Care	Present for all

In attendance:		
Chris Carmona (CC)	Senior Technical Analyst	Present for all
Jackie Durkin (JD)	Administrator	Present for all
Catrina Charlton (CC)	Guideline Commissioning Manager	Present for all
Lynda Ayiku (LA)	Information Specialist	Present for all
Gabriel Rogers (GR)	Technical Adviser	Present for all
Hannah Nicholas (HN)	Technical Analyst (Health Economics)	Present for all
Yolanda Martinez (YM)	Analyst - Guideline Updates Team	Present for all
Gail Montrose (GM)	Project Manager	Present for all
Susan Spiers (SSP)	Associate Director	Present until item 5

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Apologies:	
Virginia Aylett	Consultant in Medicine for the Elderly, St James's University Hospital, Leeds
Arif Khwaja	Consultant Nephrologist and Honorary Senior Lecturer, Sheffield Kidney Institute, Sheffield Teaching Hospitals.
Justine Karpusheff (JK)	Guideline Commissioning Manager
Erin Whittingham (EW)	Public Involvement Adviser

Item 1

- Introductions and committee working
- Guideline committee composition
- NICE team composition
- Role of the chair
- DOI's

Item 1

The Chair welcomed the Committee members and attendees to the 1st meeting on Kidney Injury & Disease Update.

The Chair invited the committee members and NICE staff to introduce themselves. The Chair outlined the objectives of the meeting, which included:

Reviewing the; scope, review protocols, health economics priority setting
Learning more about; the role of the committee, public involvement programme, commissioning, project management, information services, guideline development

The Chair introduced the guideline committee to; the role of the Chair and the role and responsibilities of the committee, and an overview of the process of guideline development.

The DOI register was made available to the Chair and committee. The Chair reviewed the DOI register, a number of new declarations were made. The DOI's were considered by the Chair, no conflict of interest was identified for the meeting, and all committee members were eligible to attend the committee meeting and contribute to the discussions.

Item 2

- Public Involvement Programme presentation

Item 2

EW was unable to attend the meeting and therefore the presentation on the Public Involvement Programme and the role and value of lay committee members will be added to the agenda for GComm 2 on the 8th May 2019.

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Item 3 - <ul style="list-style-type: none">• Role of the Guideline Commissioning Manager presentation
Item 3 <p>CC attending the meeting in the place of JK and delivered a presentation outlining the role of the NICE Guideline Commissioning Manager. CC also provided a context for the development of clinical guidelines within NICE as a wider organisation, and role of quality assurance in the guideline process.</p>
Item 4 <ul style="list-style-type: none">• Role of the Project Manager, expenses & Dols
Item 4 <p>GM presented an outline of the role of the project manager and also reiterated some of the key points relating to declarations of interest. JD provided the committee with information around claiming for expenses.</p>
Item 5 <ul style="list-style-type: none">• Information Services presentation
Item 5 <p>LA provided an overview of how the information services team support the development of the guideline.</p>
Item 6 <ul style="list-style-type: none">• Guideline development<ul style="list-style-type: none">○ Guideline development and systematic reviews○ Asking/answering review questions○ Formulating review protocols○ Health economics in guideline development
Item 6 <p>YM provided an overview of the process of guideline development, covering; the stages of guideline development, and what happens at each of these stages and who is involved. YM also explained the types of evidence review, the process, how evidence is presented, the wording of recommendations, and information around research recommendations.</p> <p>HN explained the role of health economics in guideline development</p>
Item 7 <ul style="list-style-type: none">• Scope summary• Review protocols
<p>CC provided an overview of the scope; what will be covered, and what is outside of the scope of the guideline. CC introduced the committee to the process of review protocol development and went through each of the protocols for the AKI review questions. The committee discussed and agreed the objectives for the review</p>

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question and the population, intervention, comparators and outcomes for the review protocol.
Item 8 <ul style="list-style-type: none">• Review protocols cont.
Item 8 <p>The committee continuing discussing the criteria to be included in the review protocol.</p>
Item 9 <ul style="list-style-type: none">• Health economics: priority setting
Item 9 <p>HN explained the different levels of economic modelling. The committee discussed potential areas of interest for economic modelling and the various advantages and challenges involved in this.</p>
Item 10 <ul style="list-style-type: none">• AOB
Item 10 <p>No other business to discuss</p>
Item 11 <ul style="list-style-type: none">• Summary and next steps
Item 11 <p>The Chair thanked the committee for their time and contribution to the meeting. The venue, date and time of the next meeting was confirmed.</p>

Date of next meeting: Wednesday 8th May 2019

Location of next meeting: NICE Offices, London